

History C393/3 AA + Sociology C396/3 AA
The History and Sociology of Genocide

1983-1984
Newsletter 3
12-10-83

READING ASSIGNMENTS:

From our reader: all of Part I
Part II, pp.1-43; 45-82.
From Leo Kuper: Ch.2.

USEFUL REFERENCE WORKS:

Hermann Kinder and Werner Hilgemann, THE PENGUIN ATLAS OF WORLD
HISTORY. 2 vols. (Penguin, 1974)
Colin McEvedy and Richard Jones, ATLAS OF WORLD POPULATION
HISTORY. (Penguin, 1978)

ASSIGNMENT:

DUE: October 26th

DETAILS: This is the due date for handing in your revised proposal for a research project on a specific case. In Newsletter 1 you were asked to prepare a preliminary bibliography for this revision.

At the same time, we would like you to prepare an abstract of the reading from Harris that is included in our reader (pp.32-43 in Part II).

The attached abstracting instructions are intended to help you in doing this assignment.

THE RESEARCH PAPER:

The draft of your research paper is due by the end of January. We shall make comments and suggestions for possible revision and improvement. The final version of your paper will then be due on April 11th.

Since the university regulations require that we hand in the grades in seven days, no extensions will be granted!

THE TAKE-HOME EXAM:

As already announced in class, there will be a take-home exam at the end of each of the two terms. This exam will be based on the readings and on the lectures and class discussions. So, we recommend that you take careful notes.

This term, we shall hand out the questions on November 23rd and you will hand in the answers on November 30th.

ABSTRACTING INSTRUCTIONS

Learning how to write an abstract will provide you with a very useful skill. It will encourage you to read with questions in mind, it will help you to review previously read materials, it will prove worthwhile as a method of note-taking for your research paper. Your abstract will be much more useful to you than notes in the margin of your book, or underlining passages.

The purpose of an abstract is to permit the reader to decide whether the source being abstracted is important and relevant enough to be consulted in the original. Therefore, an abstract must include the author's (1) data collection or evidence, (2) analysis, and (3) evaluation and/or conclusion processes. From all three aspects, the crucial operations which represent the skeletal structure of the paper or book must be selected and reported. Thus, the reader is able to visualize the intellectual-operational processes used by the author. This means selection, and no avoidance of this is possible or desirable. To do this well, the abstracter must ask three basic questions:

- (1) What does the author do? What phenomena are studied. What hypotheses are formulated? What concepts, theories, ideas, notions, thoughts, or hunches are discussed?
- (2) How does the author do it? What data or evidence is used? What is its origin? Is it from primary or secondary sources? What methods are used for selecting, evaluating, and summarizing the data or evidence? Does the author use qualitative and/or quantitative methods, and which ones? What concepts, definitions, typologies, or classification schemes are used? How, in other words, is analysis and/or synthesis accomplished?
- (3) What does the author conclude? Are the hypotheses, ideas, concepts, theories, etc., accepted or rejected? What conclusions are drawn? What relationships are found, confirmed, or rejected? Briefly, what are the major findings?

IN SHORT: The abstract must be in such a form that the reader is able to determine what problem is investigated, how it is investigated, and what the conclusions are. It must give minimum substantive information from which the reader can infer the nature and the character of the investigation reported.

Do not use abbreviations in abstracts. An abstract should be between 200 and 300 words long. Typed abstracts are preferred; they should be double-spaced with 1 1/2 inch margin on the left and 1 inch margins on the other three sides. Each abstract should begin with a formal citation of the book or article that includes:

for a book: author, title, place of publication, publisher, date.

for an article: author, title, name of journal, volume number, date of publication, and page numbers.

Before turning in an abstracting assignment, you are responsible for proof-reading it for syntax, grammar, spelling, and punctuation. (Experienced writers re-read their copy several times before turning it in to their editors!)

(This is a modified version of the instructions distributed by Sociological Abstracts Inc.)